

storing means and the transmitting and receiving apparatus,
 first connecting means for making said voice input converting means conducted to or interrupted from an analog input terminal of said analog-to-digital converting means,
 digital-to-analog converting means for converting the digital data stored in said storing means,
 voice output converting means for converting the received analog data to a voice,
 second connecting means for making an analog output terminal of said digital-to-analog converting means conducted to or interrupted from said voice output converting means,
 a recording mode designating means for designating a voice recording mode,
 a reproduction mode designating means for designating a reproduction mode,
 a transmission mode designating means for designating a mode of transmission to the transmitting and receiving apparatus,
 a reception mode designating means for designating a mode of reception from the transmitting and receiving apparatus, and
 control means for
 conducting said first connecting means and interrupting said second connecting means in response to the input by said recording mode designating means,
 interrupting said first connecting means and conducting said second connecting means in response to the input by said reproduction mode designating means,
 interrupting said first and second connecting means in response to the input by said transmission mode designating means and sending the voice input digital data stored in said storing means to means transmitting and receiving apparatus via said interface means, and
 interrupting said first and second connecting means in response to the input by said reception mode designating means and storing the data received from the transmitting and receiving apparatus via said interface means into said storing means.

8. A voice recording card as set forth in claim 7, wherein said voice input converting means and said voice output converting means are a microphone-speaker formed as a single body.

9. A voice recording card for use in a transmitting and receiving apparatus, comprising:
 voice input converting means for entering an aural signal and converting said aural signal to an analog electric signal,
 analog-to-digital converting means for converting analog data received from said voice input converting means to digital data,
 storing means for storing the digital data converted by said analog-to-digital converting means,
 interface means provided for making a bidirectional communication of analog data between said storing means and the transmitting and receiving apparatus,
 first connecting means for connecting an analog input terminal of said analog-to-digital converting means selectively to either said voice input converting means or said interface means,

digital-to-analog converting means for converting the digital data stored in said storing means to analog data,
 voice output converting means for converting the received analog data to an aural signal,
 second connecting means for connecting an analog output terminal of said digital-to-analog converting means selectively to either said interface means or said voice output converting means,
 a recording mode designating means for designating a voice recording mode,
 a reproduction mode designating means for designating a reproduction mode,
 a transmission mode designating means for designating a mode of transmission to the transmitting and receiving apparatus,
 a reception mode designating means for designating a mode of reception from the transmitting and receiving apparatus, and
 control means for making control so that:
 in response to an input by said recording mode designating means, said first connecting means connects said voice input converting means and said analog-to-digital converting means and said second connecting means is brought into an idle state,
 in response to an input by said reproduction mode designating means, said first connecting means is brought into an idle state and said second connecting means connects said digital-to-analog converting means and said voice output means,
 in response to an input by said transmission mode designating means, said first connecting means is brought into an idle state and said second connecting means connects said digital-to-analog converting means and said interface means and the voice input digital data stored in said storing means is converted to analog data by said digital-to-analog converting means so as to be sent to the transmitting and receiving apparatus via said interface means, and
 in response to an input by said reception mode designating means, said first connecting means connects said interface means and said analog-to-digital converting means, the analog data received via said interface means from the transmitting and receiving apparatus is converted by said analog-to-digital converting means to digital data to be stored in said storing means and said second connecting means is brought into an idle state.

10. A voice recording card as set forth in claim 1 wherein said interface means has a transmitting contact to be connected with said transmitting and receiving apparatus.

11. A voice recording card as set forth in claim 1 wherein said recording mode designating means is a key.

12. A voice recording card as set forth in claim 7 wherein said interface means has a contact to be connected with the transmitting and receiving apparatus.

13. A voice recording card as set forth in claim 7 wherein said designating means are keys.

14. A voice recording card as set forth in claim 9 wherein said interface means has a contact to be connected with the transmitting and receiving apparatus.

15. A voice recording card as set forth in claim 9 wherein said designating means are keys.

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